

**MINUTES OF A REGULAR MEETING OF THE
TORRANCE PARKS AND RECREATION COMMISSION**

1. CALL TO ORDER

The Torrance Parks and Recreation Commission convened in a regular session at 7:04 p.m. on Wednesday, January 12, 2011, in the West Annex meeting room at Torrance City Hall.

2. ROLL CALL

Present: Commissioners Hays, Mayeda, Robbins,
Taniguchi, and Chairperson Gilbert.

Absent: Commissioners Baxter and Ning.

Also Present: Community Services Director Jones,
Senior Business Manager Minter,
Recreation Services Manager Brunette, and
Park Services Manager Carson.

MOTION: Commissioner Hays moved to grant Commissioner Baxter an excused absence for the January 12, 2011 Commission meeting. Commissioner Taniguchi seconded the motion; a voice vote reflected unanimous approval.

3. FLAG SALUTE

Commissioner Taniguchi led the Pledge of Allegiance.

4. AFFIDAVIT OF POSTING

MOTION: Commissioner Mayeda moved to accept and file the report of the City Clerk on the posting of the agenda for this meeting. Commissioner Hays seconded the motion; a voice vote reflected unanimous approval.

5. APPROVAL OF MINUTES

5A. MINUTES OF DECEMBER 8, 2010

MOTION: Commissioner Taniguchi moved for the approval of the December 8, 2010 Commission meeting minutes as submitted. Commissioner Robbins seconded the motion; a voice vote reflected unanimous approval (absent Commissioners Baxter and Ning).

6. ORAL COMMUNICATIONS #1

Torrance Youth Council members Diana Im from CAMS and Tiffany Tran from North High School introduced themselves.

7. OLD BUSINESS

7A. SEASIDE HEROES PARK STATUS UPDATE AND REQUEST FOR APPROVAL OF OPEN SPACE FUNDING

Senior Business Manager Minter provided a slide presentation on construction progress to date at Seaside Heroes Park. He reported that the only items remaining are minor punch list items and installation of tile on the Memorial Wall scheduled to begin on January 17, 2011. He stated that they began laying sod on December 10, 2010 and that the new grass is already being mowed. He encouraged Commissioners to attend the official ribbon cutting ceremony on January 22, 2011 at 10:00 a.m.

He presented a staff request for \$18,900 of Open Space funds to cover the costs to design and install the Memorial Wall, escrow fees associated with the sale of property, costs for the Stormwater Pollution Prevention Plan, repairs to neighboring property, and the purchase of an additional dedication plaque. He noted that the total cost of the project is approximately \$1.1 million, with more than \$800,000 covered by State Proposition 40 grant funds. He added that any individual donations from the community for the Memorial Wall would go back into the Open Space fund.

MOTION: Commissioner Robbins moved to approve the allocation of Open Space funds in the amount of \$18,900 for additional costs associated with the Seaside Heroes Park project. Commissioner Taniguchi seconded the motion; a voice vote reflected unanimous approval (absent Commissioners Baxter and Ning).

7B. ALTA LOMA PARK BUILDING UPDATE

Senior Business Manager Minter provided a slide presentation on the remodel of the existing building at Alta Loma Park. He reported that City Council approved a contract with Ventura Construction and appropriation of funds on January 4, 2011. He stated that improvements would enhance the public's opportunity for events and activities. It would also provide a more suitable location for Hillside Homeowners Association and Torrance Amateur Radio Association meetings as well as serving as the area's disaster response center. He described improvements that will include extending the building 400 square feet, ADA accessible handicap ramp and bathrooms, reconfiguration of the sidewalk, furnishings, new tile, and slurry seal of the parking lot. He stated that construction is scheduled to begin on January 24, 2011, with completion expected in two to four months.

In response to Commissioner Mayeda's inquiry, Senior Business Manager Minter provided background on the land swap with Rolling Hills Estates in 2007 and the payment of \$200,000 for improvements to Alta Loma Park.

8. NEW BUSINESS

8A. DISCUSSION ON APPOINTING A COMMITTEE TO PLAN A DINNER HONORING RETIRING COMMISSION STEPHEN ROBBINS

Community Services Director Jones stated that Commissioner Robbins would be retiring from the Commission after ten years of service effective February 15, 2011.

Commissioners Taniguchi, Hays, and Chairperson Gilbert offered to assist staff in arranging a dinner in his honor.

9. STANDING COMMITTEE UPDATES

9A. FACILITIES COMMITTEE

Has not met.

9B. GRANTS COMMITTEE

Senior Business Manager Minter noted that the Commission's recommendation for approval of 2010-2011 grant funding for non-profit social services agencies would be considered by City Council on January 25, 2011; he encouraged Commissioners to attend the meeting at 7:00.

9C. OPEN SPACE COMMITTEE

No report.

9D. PROGRAMS COMMITTEE

Has not met.

10. MONTHLY DEPARTMENT ACTIVITY

10A. ADMINISTRATIVE SERVICES DIVISION

Senior Business Manager Minter noted that the Administrative Services Division Report for December 2010 was included in agenda packets. He reported that Ace Hardware filmed a commercial at De Portola Park and that another wedding has been booked for February 2011 at Miramar Park.

10B. PARK SERVICES DIVISION

Park Services Manager Carson noted that the Park Services Division Report for December 2010 was included in agenda materials. He reported that the all of the main structural framing is up and the cross framing has begun for the picnic shelter at Columbia Park, with completion expected by February 2011.

10C. RECREATION SERVICES DIVISION

Recreation Services Manager Brunette noted that the Recreation Services Division Report for December 2010 was included in agenda packets. He was pleased to announce that Recreation Supervisor Dave Dill is Vice-President of the Southern California Municipal Athletics Federation and that Program Coordinator Sean Horton is now the District Director.

11. ORAL COMMUNICATIONS FROM THE PUBLIC #2

11A. Senior Business Manager Minter congratulated Park Services Manager Carson for completing his first year in the position.

11B. Community Services Director Jones distributed evaluation results from the 2010 Citywide Fourth of July Celebration, offering to bring the item back for discussion if so requested.

11C. Community Services Director Jones stated that basketball season has launched with 200 teams and encouraged Commissioners to contact him if they have any questions about the program.

11D. Commissioner Mayeda stated that he enjoyed a visit to El Retiro Park and found it to be very busy.

12. ADJOURNMENT

MOTION: At 7:50 p.m., Commissioner Hays moved to adjourn the meeting to February 9, 2011 at 7:00 p.m. in the West Annex meeting room. Commissioner Mayeda seconded the motion and, hearing no objection, Chairperson Gilbert so ordered.

Approved as Submitted February 9, 2011 s/ Sue Herbers, City Clerk
